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## This Week in Wabash



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Hello, Wabash,

Happy Monday. Happy spring. I hope your week has gotten off to a great start. The weather outside is just gorgeous today. No notes. I just hope you get a chance to get outside and enjoy it before the daylight saving time sunset just before 8 p.m. I plan on taking a walk with my children this evening.

I had a question from a source asking for some notes about our best practices for submitting items to the newspaper. I have explained this before, but I thought for this week's newsletter it might be easier to combine everything I've written on the subject into one place. Here goes:

I would like to direct your attention to the Pulse of Wabash column which runs in each edition of the paper. This is where we run an ever-evolving list including all the upcoming local events we've reported on previously. If you'd like to have your upcoming event featured in this space, it's quite simple: You need to send the details (including who, what, when, where, why and how) as email to [news@wabashplaindealer.com](mailto:news@wabashplaindealer.com) no later than five days before the event itself. (Please don't call me on the phone an hour before your event begins asking for coverage. It will most likely be far too late to do anything about it at that point.) Also, please make sure to use complete sentences, Associated Press style and Microsoft Word or PDF file formats.

Also, if you'll notice, in each Saturday edition we publish a similar ongoing round-up of upcoming church services for that weekend. Most of the local churches who appear in the section have made a habit of sending me their schedules no later than noon Tuesday before that upcoming weekend's services. If your church group has regular events you'd like featured in the section, just follow the instructions I outlined above for Pulse, but make sure to use "Church News" in the subject line of the email.

Note: If you type something on the computer, print it out and mail it to me, I'll just

have to re-type what you already typed anyway. So, please send the original computer file to me as an attachment if at all possible. Also, if you have any high-quality photos to send along with your email, that is always helpful.

The Opinion page runs in nearly every edition. We're always looking for both letters to the editor and guest local columnists. We publish a diversity of viewpoints on this page, and as long as you don't go on for too long – generally 300 words or fewer for letters to the editor, and 500 words or fewer for columns, please – avoid libelous statements and remain truthful, there's a good chance you'll see your work in print, too.

Please sign your letter. Your name will be used with the letter that is published in the Plain Dealer. Your letter will be returned if you desire to stay anonymous. We ask that you include your address and telephone number so we can verify your identity. We will only publish your name and city and state if we do decide to publish your contribution.

Also, if you're submitting a column, please include a high-quality photo of yourself.

A letter should be two pages long or fewer, preferably of double-spaced typing. Please make sure to use complete sentences, Associated Press style and Microsoft Word or PDF file formats. In addition to sending all this by email to [news@wabashplaindealer.com](mailto:news@wabashplaindealer.com) you may also send it by mail to 99 W. Canal St., Wabash, IN 46992. Although, if you can send it by email to please do.

I'm proud that our Opinion page is a diverse community forum. But, this can only remain possible if you do your part and contribute.

Well, that's all I have for you this week. I hope you have a great rest of your week.

Best,  
Rob



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